

DECEPTION PARK VIEW ASSOCIATION

P.O. Box 2446, OAK HARBOR, WA 98277
DECEPTIONPARKVIEW@GMAIL.COM

BOARD OF DIRECTOR'S POSITION DESCRIPTION SPECIAL PROJECTS COORDINATOR*

The Special Projects Coordinator of the Association will be responsible for the following:

- Maintain the Association community well site
 - Mow or contract to mow the grass
 - Check the generator and schedule maintenance
 - Ensure propane tank is maintained and full

- Assess the Association community for special projects
 - Coordinate any projects for Association neighborhood improvements
 - Maintain any additional Association shared property
 - Monitor Association neighborhood for potential hazards
 - Collaborate with Island County to maintain our ditches and easements
 - Contact Puget Sound Energy concerning Association light issues

- Other duties as may be assigned by the Board from time to time
 - This position can be assumed by other Bylaw-specific board positions such as president, vice president, secretary or treasurer.

*Note: The special projects coordinator position is not listed in our Bylaws. However, our Bylaws state in Article VI, Section 10: In addition to the foregoing officers, the Board of Directors may, from time to time, elect such other officers as they may see fit, with such duties as the Board may deem proper.